

AN ORDINANCE BY



AN ORDINANCE TO CLARIFY CERTAIN SECTIONS OF THE PERSONNEL CODE PERTAINING TO INCREASE IN COMPENSATION, COMPENSATION ON DEMOTION, AND MINIMUM QUALIFICATION TO FOR PUBLIC SAFETY PROMOTIONAL TESTING; AND FOR OTHER PURPOSES.

NOW THEREFORE, THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS:

SECTION 1: That Sections 114-127(a) *Increase in compensation* and 114-128(b) *Compensation on demotion* are hereby amended to include references to steps as indicated in bold below:

Section 114-127(a) Upon promotion. Upon an employee being promoted to a position in a higher class, such employee's salary or wage shall be increased no less than five percent (5%) of the current salary or the minimum of the new grade, whichever is greater, **or one (1) step if applicable**. If such increase exceeds the maximum of the new grade, the employee shall receive the maximum salary of the new grade. No new salary shall exceed the maximum of the new salary grade. Upon promotion, a new probationary period shall commence for employees subject to a probationary period.

Section 114-128(b) Non-disciplinary Demotion. Upon an employee's demotion to a position in a lower class for non-disciplinary purposes, the employee shall be compensated in the lower grade at the same salary, **or, when applicable, the step that is closest to but not more than the former salary**, provided that the employee has been in the position for one year. In the event that such salary does not exist, the employee shall be compensated at a salary **or step if applicable**, closest to but more than the employee's current salary. If the employee's salary is above the maximum of the pay grade for the lower class, then the employee will receive the maximum salary of the lower grade. An employee demoted to a previously held grade or lower, shall not have a salary reduction below the highest pay rate earned in a lower grade.

SECTION 2: That Section 114-236(a)(1), *Minimum qualifications to compete*, is hereby amended read as indicated below:

(1) To be eligible to compete for the rank of ~~either police sergeant, fire lieutenant, or corrections sergeant~~, an applicant must have had at least five years' continuous service as a sworn member with the appropriate city department immediately prior to the last date for filing an application. **To be eligible to compete for the ranks of police sergeant or corrections sergeant, an applicant must have had at least three years' continuous service as a sworn member with the appropriate city department immediately prior to the last date for filing an application.**

SECTION 3: That Section 114-532(b), *Emergency situations*, is hereby amended to replace the reference to section 114-530(b) with 114-530.

SECTION 5: That all ordinances and parts of ordinances in conflict herewith be and the same are hereby repealed.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

For Legislative Counsel Use Only

_____ Date Received _____ Complete _____ Incomplete (Date returned: _____)

_____ Date of Department Consultation _____ Date of Finance Department Consultation

Commissioner Notified: ____ Yes ____ No If No, Why? _____

Legislation Required

____ Yes ____ No

Legislation Type

____ Resolution ____ Ordinance

Amends the Code

____ Yes ____ No

Blueback Prepared

____ Yes ____ No

Commissioner Signature _____

Council Members Only:

Authority to speak to Subject Matter Attorney ____ Yes ____ No

Authority to speak to Department ____ Yes ____ No

Date Submitted: July 12, 2007

Department Submitting Request: DHR

Person Submitting Request: Sherri Thompson Dickerson
Extension: 6653

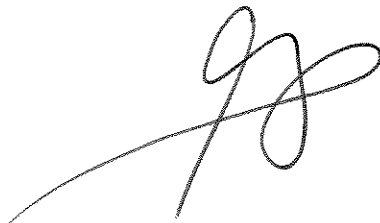
Bureau/Division Manager: Benita Ransom Extension: 6360

Requesting preliminary meeting with Legislative Counsel attorney? ☐ Yes ☒ No

Subject Matter of the Meeting _____

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission):

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. All non-conforming requests must have Commissioner approval.



**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Part I: Legislative Request Form:

Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. What is the purpose of this legislation? (check one)

- ☐ Accept a grant or donation
- ☐ Amend budget
- ☐ Amend Code of Ordinances
- ☐ Amend Contract
- ☐ Anticipate funds
- ☐ Appropriate funds
- ☐ Apply for a grant or donation
- ☐ Authorize/renew Contract
- ☐ Fines/penalties
- ☒ Human Resources related
- ☐ Make a purchase
- ☐ New project
- ☐ Procuring goods
- ☐ Procuring services
- ☐ Other, please explain

- ☐ Please describe in detail the purpose of your legislation? This legislation clarifies 06-O-2700, which amended the Code of Ordinances, Chapter 114, Personnel. This legislation will amend section 114-127(a), Increase in compensation, and section 114-128(b), Compensation on demotion, to add references to steps; amend section 114-236, Minimum qualification to compete, to reduce the required years of service of police sergeant and corrections sergeant as authorized in 06-O-0274; and amend Section 114-532(b), Emergency situation, by correcting the reference to 114-530.

- ☐ If this legislation is to award/amend/renew a contract, please provide the following:

Expiration date of contract: n/a

Contract Term (months/yr): n/a

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REQUEST FOR LEGISLATION**

- 2. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).**

This ordinance will clarify certain sections in Chapter 114.

- 3. If there is an existing process, will this legislation impact that process? How?**

No.

- 4. Please explain and estimate any financial impact on the City or your Department.**

- ☐ Will the City need to appropriate or transfer funds to accomplish this purpose?
No
- ☐ Has this purpose already been set forth in the budget?
NA
- ☐ Will there be a fee or charge assessed by the City?
 - o If so, how much? NA
 - o How was the fee or charge determined? n/a
- ☐ What FAC #'s are needed for this legislation? Also, please provide the associated amounts.
- ☐ FAC #'s are not required for this ordinance.
- ☐ Is a grant required for this legislation? ☐ Yes ☒ No
If so, is a matching grant required? ☐ Yes ☒ No
- ☐ Will there be an increase or decrease in personnel? No impact
 - o Has HR been made aware of the need for personnel changes? ☒ Yes ☐ No
If so, who is the contact person? Sherri Thompson Dickerson at extension 6653
 - o Will positions be created or abolished? NA
- ☐ Will additional resources be required to achieve this purpose? No
 - o If yes, what are those resources?
 - o Has the Department estimated the cost of those resources? NA

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REQUEST FOR LEGISLATION**

☐ Will revenue be generated for the City? No.

5. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). n/a

6. Is this a computer/technology purchase? ☐ Yes ☒ No
If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

B. To be completed by the department :

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The pupose of this ordinance is to create a new job classification, 911 Communications Director. The eventual incumbent will oversee operations in the 911 Communications Center. Currently a sworn Police Major holds this role. The 911 Communications Director will be a civilian position.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The 911 Communications Center is being restructured with the help of consultants. The Center will be moving from City Hall East. A civilian director will oversee the newly restructured organization.

3. If Applicable/Known:

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc): n/a

(b) Source Selection: n/a

(c) Bids/Proposals Due: n/a

(d) Invitations Issued: n/a

(e) Number of Bids: n/a

(f) Proposals Received: n/a

(g) Bidders/Proponents: n/a

(h) Term of Contract: n/a

4. Fund Account Center: n/a

5. Source of Funds: *Example: Local Assistance Grant* n/a

6. Fiscal Impact: n/a

Example: This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.

7. Method of Cost Recovery: n/a

Examples:

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Jerry Solamon